

# The InterAct

**ICSEW**

Interagency Committee of State Employed Women

September/October 2004

## Register to Vote

"It is the policy of the state of Washington to encourage every eligible person to register to vote and to participate in elections and to protect the integrity of the electoral process by providing equal access to the process while guarding against discrimination and fraud."

--Revised Code of Washington 29A.04.205



### Washington State Has a New Primary System Beginning September 14

To register to vote in the state of Washington, you must be:

- A citizen of the United States.
- A legal resident of Washington State.

• At least aged 18 years by election day.

Election year 2004 is an important year. Federal, State, Judicial, and Legislative offices are up for election. Washington has a new primary that

changes the way you will vote on September 14. There is no change in voting for the General Election on November 2, 2004.

For more information regarding important election changes, updates, voter rights and responsibilities, and how to register, go to the Secretary of State's Web site at [www.secstate.wa.gov/elections](http://www.secstate.wa.gov/elections).

## Thank You

To the ICSEW Conference Committee, Silent Auction contributors and purchasers: Thank You!

The Domestic Violence Center of Grays Harbor would like to thank you for your generous donations for our clients and children. It is greatly appreciated. Without donations, our goals would be much harder to accomplish. Again, thank you.

Sincerely,

The staff, volunteers, and board members of the Domestic Violence Center of Grays Harbor.

## Diversity Fair 2004

By Dee Scharf

On August 5, 2004 the 3rd Annual State Diversity Fair took another step in its evolution. The Department of Licensing (DOL), this year's host agency, incorporated diversity exhibits with more time to view the fair, a "street fair" look with canopied booths, and added the smell of barbecue and the sounds of jazz to entice fair-goers.

The Natural Resource Building parking lot had the dressed look of a real "happening" with fair-goers, exhibitors, entertainers, and DOL reporters and photographers mixing together in a happy jumble. With the

able assistance of the Office of the Attorney General (the co-host agency) and the permission and help of the Department of General Administration, everything went off smoothly and ended successfully.

In all, there were 53 exhibitors and vendors from private and public organizations, not including the entertainers. And then, the most perfect closing of the fair was performed by the United Interdenominational Holiness Academy of Excellence Choir whose children, aged 2-6 years, sang rousing renditions of old favorites. The crowd stamped their feet and sang along with the kids. It's all about learning and having fun.

--Photo courtesy of Ross Krueger,  
Department of Licensing

## Update From the Chair



By Vicki Rummig, ICSEW Chair

A new year has begun for the ICSEW. We kicked off the year with our annual Transition Meeting on July 13, 2004 at the Red Lion Inn in Olympia, Washington. Invitees included outgoing members, incoming members, and agency executive staff. I was excited to see the amount of agency executive representation that was able to attend our shindig.

We spent some time going around the room to listen to everyone's views of the ICSEW. It was exhilarating to hear what people have most enjoyed with being involved in the ICSEW, what new members were most looking forward to, and what agency executive staff felt were important directions for the ICSEW to head.

Subcommittees are madly working on their business plans for the upcoming year with the consolidated ICSEW Business Plan due to the Governor's Office on September 30, 2004. This will be published online in early October for all to view.

The general membership will be voting on ICSEW Ad Hoc Committees on September 14, 2004. The vote will include whether or not to keep or abolish the current Ad Hoc Committees of Health and Wellness, Promotional and Career Opportunities (PCOC), and Take Our Daughters and Sons to Work Day (TODSTWD).

They will also vote on whether or not to add a new Ad Hoc Committee dedicated to the implementation of the Personnel System Reform Act (Washington Works). The result of this vote will be included in the ICSEW Business Plan.

Some items the ICSEW needs to prepare for this year include a new Governor and implementation of Washington Works components. As always, we are very interested in what issues or upcoming events you feel are important to follow, research, advise, and/or report on. Please feel free to e-mail me any time with your thoughts.

Finally, the ICSEW has a new Executive Board in place. Remaining

on the board from last year are Vicki Meyer (Office of the Insurance Commissioner) as the Education Committee Chair, Lonnie Peterson (Department of Health) as the Communications Committee Chair, Kim Starkey (Department of Information Services) as the ICSEW Historian, and myself.

Joining the board are Dianna Gifford (Department of Natural Resources) as the ICSEW Vice Chair, Janice Flaherty (Office of the Attorney General) as the Executive Secretary, Joanne McDaniel (Department of Labor and Industries) as the PCOC Chair, Jan Ward Olmstead (Health Care Authority) as the Health and Wellness Chair, Melissa Beard (Washington Traffic Safety Commission) as the Conference Committee Chair, Gina Maynard (Washington State Lottery) as the Membership Chair, Misty Ross (Department of Social and Health Services) as the TODSTWD Committee Chair, and Connie Riker (Office of the Attorney General) as the proposed Personnel System Reform Committee Chair.

I look forward to a great year ahead with these wonderful and capable women driving the 2004-05 ICSEW!

## ICSEW's New Communication Tool

In August 2004 the ICSEW moved to the Department of Information Services' Listserv(c) service for committee communication. This new Listserv(c) allows the ICSEW to send messages by topic to only those people signed up to receive messages with the respective topics.

This new functionality allows non-ICSEW members to subscribe and receive announcements directly via e-mail. Non-members will be restricted to the topics reserved for training and the *InterAct* newsletter. Visit <http://listserv.wa.gov/archives/icsew.html> to sign up and receive announcements.

**Chair**

**Vicki Rummig**

Office of Financial Management  
[vicki.rummig@ofm.wa.gov](mailto:vicki.rummig@ofm.wa.gov)

**Vice Chair**

**Dianna Gifford**

Department of Natural Resources  
[dianna.gifford@wadnr.wa.gov](mailto:dianna.gifford@wadnr.wa.gov)

**Executive Secretary**

**Janice Flaherty**

Office of the Attorney General  
[janicef@atg.wa.gov](mailto:janicef@atg.wa.gov)

**Communications**

**Lonnie Peterson**

Department of Health  
[lonnie.peterson@doh.wa.gov](mailto:lonnie.peterson@doh.wa.gov)

**Conference**

**Melissa Beard**

Washington Traffic Safety Commission  
[mbeard@wtsc.wa.gov](mailto:mbeard@wtsc.wa.gov)

**Education**

**Vicki Meyer**

Office of the Insurance Commissioner  
[vickim@oic.wa.gov](mailto:vickim@oic.wa.gov)

**Health and Wellness**

**Jan Ward Olmstead**

Health Care Authority  
[jolm107@hca.wa.gov](mailto:jolm107@hca.wa.gov)

**Membership**

**Gina Maynard**

Washington State Lottery  
[gmaynard@walottery.com](mailto:gmaynard@walottery.com)

**Promotional and Career Opportunities**

**Joanne McDaniel**

Department of Labor and Industries  
[mdan235@lni.wa.gov](mailto:mdan235@lni.wa.gov)

**Historian**

**Kim Starkey**

Department of Information Services  
[kims@dis.wa.gov](mailto:kims@dis.wa.gov)

**Take Our Daughters and Sons to Work Day**

**Misty Ross**

Department of Social and Health Services  
[rossma1@dshs.wa.gov](mailto:rossma1@dshs.wa.gov)

**Personnel Service Reform**

**Connie Riker**

Office of the Attorney General  
[connier@atg.wa.gov](mailto:connier@atg.wa.gov)

# Performance Conference Focuses on the Practical

**By Meagan Macvie**

On October 18, the 1-day 2004 Public Sector Performance Conference titled, "Creating a Performance Based Culture: The Critical Role of Managers and Supervisors," will feature experts from both inside and outside state government. Many of the presenters are real managers who have developed and used the tools and principles of employee performance management in their own agencies and work groups.

Presenters will share their "smart practices" based on their real life experience, research, and data. They'll be sharing "notes from the field" so you can see what they have done and how they have done it—including how they approached the problem, got the buy-in they needed, and got the job done. You'll have a chance to ask questions and pick their brains.

You may know that Washington is on the verge of putting in place a brand new personnel system—the biggest change to the state's personnel system in 40 years. This conference will help you identify the skills necessary to make the transition smoothly and learn from the things agencies, managers, and employees are doing now to pre-

pare for the coming changes.

**Learn how to thrive in the new culture**

New civil service rules resulting from the state's personnel reform efforts will create a more performance-based environment. This means establishing performance expectations with employees more clearly from the beginning, measuring performance along the way, and providing timely feedback.

In keynotes and breakout sessions, you will hear proven strategies from experts in the field, including nationally recognized author, Dick Grote, as well as the Department of Personnel Deputy Director, Sharon Whitehead, and other state managers willing to share how they are successfully aligning staff performance with the goals of their agency.

As a result of another major aspect of personnel reform, agencies will soon have the option to competitively contract for services customarily and historically provided by state employees, if those services can be done with better results or at a lower cost.

This means that managers will need to know how to cost activities, compare their unit's performance with

other marketplace alternatives, and assess the relative risks and benefits associated with competitively contracting a service.

**Sign up early to reserve your spot**

The conference targets mid-level managers and human resource professionals and is filling up fast. You are invited to register early at [www.wsqa.net](http://www.wsqa.net). The cost is \$150 and will include a copy of co-author Ron McMillan's soon-to-be-published book, *Crucial Confrontations*. The conference will be held at the Doubletree Inn in SeaTac, Washington.

## Competitive Contracting

**By Julia Ojard**

The Department of General Administration (GA) formally adopted final competitive contracting rules on March 17, 2004 and has filed them with the Office of the Code Revisor. The rules take effect on June 30, 2005.

The reform act allows any state agency or higher education institution to use competitive contracting to purchase services customarily and historically provided by state employees. However, they must determine that contracting for services will result in cost savings or improved efficiency.

**Key Issue**

One key issue that surfaced was concern regarding employee business units (EBU). The Executive Ethics Board concluded that state workers may use state resources when preparing a bid during competitive contracting, so long as they follow the GA's rules for EBUs.

**Next Steps**

Both training and guidance are being developed to support the competitive contracting program. The Department of Personnel, with assistance from GA, is creating training for EBUs on bidding and the bid process. This is targeted for completion Spring 2005. In addition, GA is developing a training that will focus on the competitive contracting law, rules, and guidance. This is scheduled to be available during the first quarter of 2005. GA has also completed a draft guidance manual designed to support the competitive contracting process. Find a copy at <http://www.ga.wa.gov/competitivecontracting/index.html>.

## ICSEW Event Information



**September 15, 2004** - "Powerful Communication Skills: How to Say What You Want and Get What You Need" by Ms. Kathy Bote'. Cost is \$99. Training class held in Kennewick, Washington. Attendees will learn how to select the right words to win cooperation, speak with confidence and credibility, etc. To register, send an e-mail to Victoria Meyer at [vickim@oic.wa.gov](mailto:vickim@oic.wa.gov). A flier for this training can be found at <http://icsew.wa.gov/training/20040915.pdf>.

**September 1 - October 29, 2004** - WorkFirst Clothing Drive. Bring your donated items to the Domestic Violence Workshop on October 29 at the Department of Labor and Industries Auditorium or give them to your agency ICSEW representative. For a list of representatives, visit <http://icsew.wa.gov/members.htm>. Contact Wendy Sue Wheeler at [wswheeler@agr.wa.gov](mailto:wswheeler@agr.wa.gov) or (360) 902-1972 for information. Thanks for your generosity!

**October 2004** - Beginning and Intermediate Self-Defense training will be offered in Olympia, Washington. Date and cost TBD. Flyer and registration information will be forthcoming.

**October 29, 2004** - Domestic Violence Workshop. Cost is \$50. Workshop held at the Department of Labor and Industries Auditorium in Tumwater, Washington. Flyer and registration information will be forthcoming.



## Spotlight Article ICSEW Promotional and Career Opportunities Committee

By Angela Gregg

During the ICSEW Transition Meeting held on July 13, 2004, I heard several references to a committee known as "Peacock." This was my first ICSEW meeting as I had just recently been appointed as the Washington Utilities and Transportation Commission's (WUTC) representative.

I thought I must have heard the committee name incorrectly. But wait, there it was again--"Peacock!" After listening a little closer, I realized this was an acronym for Promotional and Career Opportunities Committee (PCOC).

The PCOC's goal is to provide a variety of information through education and training to members of the ICSEW and other state employees that is relevant to promotional and career opportunities. Its hope is to assist women in state government with removal of current-day barriers to gender in seeking career opportunities and to equip them with tools and knowledge that will enhance their ascent on the promotional ladder.

These goals were accomplished over the last year by providing training on issues such as "Mentoring" by Jim This and "Civil Service Reform" by

Sharon Whitehead.

One of the PCOC's greatest accomplishments over the last year has been the publication of brochures offering advice and links on making a best first impression, preparing a resume', improving communication skills, identifying and selling your transferable skills, and how to procure financial aid for state employees.

The PCOC strives to keep women updated on current events in state government through articles in the *InterAct* newsletter, and Web links to career opportunities through the Department of Personnel and the ICSEW Listserv(c).

Joanne McDaniel (Department of Labor and Industries) has assumed the Chair of the PCOC since Julia Ojard (WUTC) completed her term in July 2004. Joanne hopes, in the near future, that the committee will create and complete a needs assessment of state employees to find out what types of training and/or education would best meet their needs.

In turn, the committee would make this information available through training sessions and Web links, reaching the ultimate goal of creating more promotable employees. I'll be looking forward to that. Won't you?

ple are willing to look at solutions; negative people are not. Put your energy toward your goals and priorities, and refuse to spend it on the negative.

There are four different personality types: the Analyzer, the Driver, The Supporter, and the Promoter. They each have strengths and we should consider these when we deal with each other.

The Analyzer is logical, likes structure, likes data, and likes problem solving. The Driver is direct, competitive, wants the bottom line, and makes decisions. The Supporter is sincere, trustworthy, and supports people and values. The Promoter is flexible, accepting, sociable, and comes up with new ideas. Understanding the differences in dealing with each other will enable us to realize our needs and help us work together more effectively, reducing the stress in our lives.

## Women Leaders in State Government Denise Movius and Nancy Kelly Department of Licensing

By Kristin Partain

Since 1992 I have made a career with the Department of Licensing (DOL) and have met many different people. I have the opportunity to work with and for two women who hold influential positions in DOL. The following is my interview with Denise Movius, Director for Driver Services and Nancy Kelly, Director for Vehicle Services.

Denise Movius has over 29 years experience in state service and is currently responsible for the administration of the statewide activities of the Driver Services Division. She and her staff of over 550

ensure that motorists in Washington State demonstrate the necessary basic skills to operate a motor vehicle on the roadway and that accurate, complete records are maintained on each motorist to support license suspension and revocation.

She received a nomination by her peers for the 1999 Governor's Distinguished Manager Award and received that award in 2002.

Nancy Kelly is the Director of the Vehicle Services Division (VS) for DOL, which she identifies as "the buck stops here." She is responsible for 300+ staff in VS and contracts with 39 County Auditors, who, in turn, contract with 140 private businesses to do vehicle and vessel titling and licensing throughout the state.

Thus, Nancy is responsible for the input and outputs of another 1100 persons performing titling and licensing activities on behalf of the state of Washington. Most important to her is to inherently meet the needs of the citizens of the state. Without these dedicated staff, she claims, "I wouldn't be where I am today."

When asked how each of them view effective leadership, both agreed that they use their positions to help set the vision and clear the way for staff to do their jobs effectively. Nancy goes on to say that she thinks job satisfaction is key to being effective and feels her

success has been in part due to the fact that she embraces change. She encourages everyone to look within their personal

life to see if they rearrange furniture or change hairstyles and then bring that "change" attitude to the workplace.

Leadership is not effective unless you have values or philosophies to guide decisions. With this in mind, Denise states integrity, compassion, and passion as three words that help her retain her sanity and keep her grounded.

Integrity to conduct herself in a manner, both personally and professionally, that she can look herself in the mirror every morning and like who she sees; compassion to understand that people are human and make mistakes; and passion--truly caring about the people and the service that is provided.

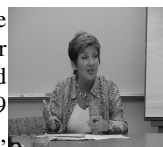
Sure, all the information above is inspiring and uplifting, but what single most important thing contributed to their success as women in government and in their personal lives? This question is much harder to answer and Denise states simply, "Having compassion and respect for the people that I encounter in all walks of life."

This thought, in its simplicity, is what keeps her focused and creates a basis for establishing her fundamental leadership. Nancy agrees and adds, "...[as long as] I can look myself in the mirror each morning knowing that I have done my best in terms of treating everyone with the respect they are due and that I have truly tried to make a difference."

To state that I feel privileged to work with these two women is definitely an understatement.

More importantly to me personally, is that I am fortunate to have learned from these two very impressive and talented women leaders.

--Photos courtesy of Ross Krueger,  
Department of Licensing



## Food and Your Life Stages

## CHILD Profile Conference

The ICSEW is proud to present the first of two articles in a series of articles on nutritional needs of your body and how they change at different life stages. Look for the second installment of this article in the November/December edition of the InterAct.

Found at <http://www.better-health.vic.gov.au>

The nutritional needs of the human body change at different life stages. For optimum health, it is important to take into account the extra demands placed on the body by these changes.

To meet your body's regular nutritional needs, you should consume:

- A wide variety of nutritious foods.
- Daily supplies of water.
- Enough kilojoules for energy, with carbohydrates as the preferred source.
- Adequate protein for cell maintenance and repair.
- Fat-soluble and water-soluble vitamins.
- Essential vitamins and minerals, such as iron and calcium.

• Foods containing plant-derived phytochemicals which may protect against heart disease, diabetes, some cancers, arthritis, and osteoporosis.

A varied diet that concentrates on fruits, vegetables, whole grains, legumes, dairy foods, and lean meats can fulfill these basic requirements.

### Babies from birth to age 6 months

Infants usually increase their length by 50 percent and their weight by 300 percent between birth and age 1 year. Breast milk generally supplies a baby with the required amounts of nutrients, fluids, and energy up to age 6 months.

Where possible, breast milk is preferred to formula, as it contains many protective and immunological factors that benefit the baby's development. Breast milk or correctly prepared infant formula provides enough water for a healthy infant to replace any water losses. All infants need extra water when solid foods are introduced.

When a baby is weaned from the breast or bottle, it may have reduced body stores of iron and vitamins C and D.

To maintain nutrient body stores:

- Give your baby foods that are rich in iron such as iron-enriched, rice-based cereals which should be the first solid to be introduced to reduce the risk of allergy to wheat.
- Fruits and vegetables should be introduced after the cereals. They are important for vitamin and mineral content and to introduce new textures,

tastes, and colors.

- Meat, poultry, and fish are generally introduced last.

- Don't add salt, sugar, or other material; only add water, breast milk, or formula for dilution. Cow's milk should generally be avoided in the first 12 months, although a small diluted amount may be suitable.

- Introduce foods one at a time. Offer new foods once every 4-5 days to avoid confusion and to rule out food allergy and sensitivity.

- Feed infants during illness. Give ample liquids if the infant has diarrhea.

- Feed frequently--up to 4-6 times per day.

- Occasional exposure to sunlight is usually enough to provide a baby's vitamin D requirements.

### Young children

Once a child is eating solids, it is important to offer a wide range of foods to ensure adequate nutrition. Young children are often picky with food but should be encouraged to eat from a wide variety of foods, if this can be done without setting up "food wars." Breastfeeding is recommended for at least 1 year and fluids should not be neglected as young children are vulnerable to dehydration.

During childhood, children tend to vary their food intake (spontaneously) to coincide with their growth patterns and level of physical activity. Like energy needs, a child's total protein, vitamin, and mineral requirements increase with age. Ideally, children should be accumulating stores of nutrients in preparation for the rapid growth spurt experienced during adolescence.

Food related problems for young children include becoming overweight, obesity, tooth decay, and food sensitivities.

Recommendations include:

- If a child is putting on too much body fat, it is best to stabilize their food intake by limiting energy-dense, nutrient-poor snack foods and let them "grow" into their weight, rather than restrict their eating. Increasing physical activity levels is also a preferred approach.

- Tooth decay can be prevented with regular brushing and visits to the dentist. Avoid extra sugar, especially if sticky or acidic.

- Ensure your child has enough fluids, especially milk and water.

- Foods most likely to cause allergic reactions include peanuts, shellfish, and cow's milk.

- Offer a wide variety of nutritious foods to ensure an adequate diet.

### Children entering their teenage years

The growth spurt in adolescence needs plenty of kilojoules and nutrients. For girls, this generally occurs around age 10-11 years, while for boys it occurs later, around age 12-13 years. Energy needs at this time are greater than at any other time of life, except during pregnancy and lactation.

During the teenage years, food-related problems that may occur include skipping meals, dieting, over-reliance on energy-dense takeaway foods, experimenting with alcohol, and low levels of nutrient intake.

Recommendations include:

- Foods that are high in kilojoules can generally be eaten without causing excess weight, as long as the teenager is physically active.

- Takeaway and fast foods need to be balanced with nutrient-dense foods such as whole grain breads and cereals, fruits, legumes, nuts, vegetables, fish, and lean meats.

- Dairy products should be included to boost calcium intake; this is especially important for growing bones.

### Older teenagers and young adults

Moving away from home, starting work or study, and the changing lifestyle that accompanies the late teens and early 20s can cause dietary changes that are not always conducive to good health.

Recommendations include:

- Make a deliberate effort to keep active.

- Limit alcohol intake.

- Reduce the amount of fats and salt in the daily diet.

- Be careful to include foods rich in iron and calcium.

- Establish healthy eating habits that will be carried on into later life.

--Submitted by the ICSEW Health and Wellness Committee

CHILD (Children's Health Immunization Linkages and Development) Profile is Washington State's health promotion and immunization registry system designed to help ensure all young children in Washington receive the preventive health care they need.

The Immunization Registry is a tool for a child's health care provider to access patient immunization information in a shared, secure database. Health plans and local public health jurisdictions can get population-based immunization information to help with reporting.

The Health Promotion materials provide parents with age-specific information about growth, development, safety, nutrition, and other parenting issues. The materials include reminders for well-child checkups and immunizations. Parents receive these materials from the time their child is born until their child's sixth birthday.

### About This Conference

Join us for the CHILD Profile Statewide Anniversary Conference in Spokane, Washington on September 29, 2004 and Seattle, Washington on September 30, 2004 to celebrate 10 years of success keeping Washington State's young children healthy and safe. This conference will demonstrate how education, technology, and collaboration can improve child health.

### Participants Will:

- Understand the evolution and history of CHILD Profile.


- Identify why collaboration is a crucial component in achieving optimal child health.

- View a demonstration of the new CHILD Profile Immunization Registry system.

- Hear dynamic speakers.

- Generate new ideas you can use for your programs.

For more information on the CHILD Profile Statewide Anniversary Conference, visit their Web site at [www.childprofile.org](http://www.childprofile.org).

The InterAct is published by the Communications Subcommittee of the Interagency Committee of State Employed Women (ICSEW). Photocopying, distributing, or posting of this publication is strongly encouraged. This publication is available in alternate formats. Views stated in re-printed articles are informational and do not necessarily reflect the views of the ICSEW. All persons interested in submitting articles or ideas for this publication should contact their agency's ICSEW representative or:  
Lonnie Peterson  
Department of Health  
PO Box 47830  
Olympia, WA 98504-7830  
phone: (360) 236-3928  
email: [lonnie.peterson@doh.wa.gov](mailto:lonnie.peterson@doh.wa.gov)  
 Printed on recycled paper.